



DUNDEE TOWNSHIP PARK DISTRICT BOARD MEETING MINUTES

The September 7, 2022 meeting of the Dundee Township Park District Board of Commissioners was held at the Randall Oaks Golf Club. President Frank Scarpelli called the meeting to order at 7:00 p.m. Commissioners responding to roll call were Vice President Erin O’Leary and Treasurer Jim Bonkoski. Secretary John Meschewski and Commissioner Craig Rakow were absent.

Citizens to be Heard

None.

Staff Reports

- A. Recreation – Superintendent of Recreation, Tammy Greco, reviewed summer enrollment and financial comparisons as well as parent surveys. Sports Camp and Day Camp both ran successfully for our first year supervisors. Camps were back to full swing with field trips and swimming days after two years of COVID regulations. Survivor Camp ran for first time with a maximum of 10 campers and run by a naturalist from Dundee Township’s Open Space program. Staff also ran a variety of other programs and contractual sports classes. All programs offered included 30 classes with 256 participants. Shotokan had 75 participants, Judo ran three classes with 18 participants, Adult Softball at RORC and at Lions had 60 participants, and Youth Tennis ran 11 classes and a combined 105 participants. Other items of interest included Early Childhood/Youth/Dance, which had 82 different programs running with over 500 participants, Two Summer Preschool programs with 24 students and 20 in the Summer Theater. Greco also reviewed the events held this summer, which included eight concerts in the park, two Family Fun Nights, Fireworks, Family Fishing Day, and four Storywalks. She also highlighted upcoming events including Stories by the Campfire September 30, Drive-in Movie October 7, and Boo Thru October 21.

- B. Golf Update – Executive Director, Dave Peterson summarized revenue totals for Green Fee Revenue and Rounds of Play from Start of Season – August 2019–2022 Comparison, as well as Golf Cart Revenues Through August 2019-2022

GOLF REPORT	Randall Oaks Golf Club	Bonnie Dundee Golf Club
Green Fee Revenue Start of Season Through August 2022	2019 - \$537,946 2020 - \$585,234 2021 - \$690,395 2022 - \$613,043 Down 13% from 2021	2019 - \$357,883 2020 - \$422,271 2021 - \$501,039 2022 - \$467,362 Down 7% from 2021
Golf Cart Revenue Through August 2019-2022	2019 - \$245,197 2020 - \$315,087 2021 - \$445,135 2022 - \$423,445 (\$21,690 less than previous year)	

Consent Agenda

Approval of Items to be Considered for Consent Agenda – Jim Bonkoski made a motion with a second by Erin O’Leary to approve the Items to be considered for the Consent Agenda including the August 17, 2022 Board Meeting Minutes and the Accounts Payable Check Register dated September 7, 2022. The motion passed 3 to 0.

Approval of Consent Agenda – Erin O’Leary made a motion with a second by Jim Bonkoski to approve the Consent Agenda. The motion passed 3 to 0.

Director’s Report

Peterson shared with the board that he received notice of a public hearing from the Village of Carpentersville regarding a proposed development at Binnie and Randall Roads. The development shows light industrial with entrances on Randall and Binnie Roads. He and President Scarpelli will attend the Tuesday, September 13 meeting to learn more and report back to the rest of the board members of their findings.

- A. Peterson reviewed the Maple Ave. revised design that included four soccer fields instead of five and a reduced size parking lot. He went on to explain to the board that the changes made were challenging to both the Kane County Forest Preserve District and the Park District in getting an application and community input meetings completed on time. Therefore, it was in the best interest of the Park District to continue exploring this site, Kemper Park and Meadowdale Park and have staff do its due diligence instead of hurrying the process. An OSLAD grant can be applied for the 2023 calendar year instead.
- B. Peterson discussed the dates and list of invitees with the board. It was decided to hold the date of the ribbon cutting ceremony on Wednesday, October 12 at 5:00 p.m. Staff will move forward with sending out invitations and planning for the event.

President’s Report

- A. President Scarpelli met with Deputy Director, Ross Bertone, to discuss a community input process. He will be sending out an email to the other board members to gauge their interest in focusing on a particular service area and working with our residents. It could be multiple committee areas of recreation or one committee during the input process.

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Old Business

None.

New Business

- A. Randall Oaks Zoo Pony Ride Shelter Bid – Deputy Director, Ross Bertone, reported that a bid was advertised and two submittals were received. The budget for this project is \$54,000. Staff recommends accepting the bid from Products 4 Parks in the amount not to exceed \$35,908. President Scarpelli did state his concerns with soliciting one manufacturer in the bid specs and how that can deter bidders from participating.

Erin O’Leary made a motion with a second by Jim Bonkoski to approve the bid from Products 4 Parks for the Randall Oaks Zoo Pony Ride Shelter as presented. The motion passed 3 to 0.

- B. Consideration for Approval – Amendment to Wage and Salary Program Policy #3.18. The district has in place a Salary and Wage Program policy to address the procedures and guidelines in assigning wages to our employees. In order to continue to be competitive in the local market and hire and retain quality employees, staff is recommending that the Park Board approve the updated Full-Time Position Salary Grades.

Erin O’Leary made a motion with a second by Jim Bonkoski to accept the revised Policy #3.18 Amendment to Wage and Salary Program as presented. The motion passed 3 to 0.

- i. Peterson shared with the board information related to merit increase consideration. Local government and park district intentions of increases were disclosed. Discussion ensued about the Consumer Price Index and impact on the budget with different percentages. President Scarpelli asked staff to go back and compare what was budgeted for merit increases to proposed increases based on what was presented. This information will be discussed at the October 5, 2022 board meeting.

- C. Dolphin Cove Roof Replacement Bid – Rakow Center Facility Manager, Ken Saveley, stated this year’s capital budget includes \$50,000 to replace the roofs at the Dolphin Cove concession stand, bathhouse and pump house. Bids were advertised. Staff has checked references and recommends accepting the bid from CPR Roofing Inc., in the amount not to exceed \$45,000.

Jim Bonkoski made a motion with a second by Erin O’Leary to accept the bid from CPR Roofing Inc., for the replacement of the three roofs at the Dolphin Cove Family Aquatic Center in the amount not to exceed \$45,000 and to allow for any necessary replacement of 4’ x 8’ plywood. The motion passed 3 to 0.

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D. Dolphin Cove Water Slide Concrete Repair Bid – Rakow Center Facility Manager, Ken Saveley, stated that this is not a budgeted capital item. In order to open up the slides at Dolphin Cove for the pool season, staff had to get answers on the concrete pertaining to the slide support system. Scaffolding was used during the season to temporarily support the slide tower. The board approved this expenditure back in May. To address a long-term solution, bids were advertised to rebuild the concrete pillars. Staff has checked references and recommends accepting the one bid received from Schaeffges Brothers, Inc., in the amount not to exceed \$84,000.

Erin O’Leary made a motion with a second by Jim Bonkoski to approve the bid from Schaeffges Brothers, Inc., for repair of the Dolphin Cove Water Slide Concrete not to exceed \$84,000. The motion passed 3 to 0.

At 8:28 p.m., Erin O’Leary made a motion with a second by Jim Bonkoski to go into closed session. The motion passed 3 to 0.

Closed Session

- A. Personnel Matters 5 ILCS 120/2 (c) 1
- B. Pending, Probable or Imminent Litigation 5 ILCS 120/2(c)(5)

At 8:51 p.m. regular session reconvened

Erin O’Leary made a motion with a second by Jim Bonkoski to approve the Closed Session Minutes of August 17, 2022. The motion passed 3 to 0

Adjournment

Erin O’Leary made a motion with a second by Jim Bonkoski to adjourn the meeting. The motion passed 3 to 0. The meeting adjourned at 8:51 p.m.